

**INDIANA COMMISSION ON PROPRIETARY EDUCATION**

*Board of Commissioners Meeting Memorandum*

**Date:** February 14, 2008

**From:** Rebecca Carter, Director of Regulatory Compliance

**Subject: BROWN MACKIE COLLEGE – FORT WAYNE  
NEW DEGREE APPLICATION**

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**Staff Recommendation**

The commission staff recommends that Brown Mackie College – Fort Wayne be granted the authority to award the Associate of Applied Science degree in the following program:

**AAS – Physical Therapist Assistant**

**Background Information**

Brown Mackie College is nationally accredited by the Accrediting Commission for Independent Colleges and Schools.

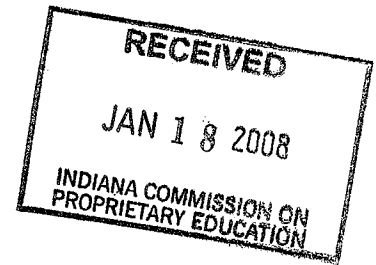
The program consists of 100 quarter-credit hours of training; a minimum of 75% of the courses are in the Specialty; and the faculty meets the criteria as stipulated in 570 IAC 1-10.1-4.

**Supportive Documentation**

1. Degree Application
2. Instructor Qualification Record forms

INDIANA COMMISSION ON  
PROPRIETARY EDUCATION

**DEGREE APPLICATION**  
(New or Renewal program)



Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution Brown Mackie College - Fort Wayne

Name of Program Physical Therapist Assistant Program

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AAS

Name of Person Preparing this Form Eleanor Wild

Telephone Number 260-481-4376 Application Type

Date the Form was Prepared January 10, 2008 ☒ New ☐ Renewal

**I. PROGRAM OBJECTIVES:** Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Physical Therapist Assistant Program is designed to provide the graduate with the skills necessary to obtain an entry-level position as a physical therapist assistant. The objective of the program is to train the student to administer physical therapy treatments, under the supervision of a physical therapist, to individuals who have lost functional abilities due to illness, injury or disease. Emphasis is placed on developing a strong knowledge base in physical therapy, including physical agent modalities, therapeutic exercise, manual techniques, and functional training. The physical therapy courses are supplemented with general education courses to enhance the student's versatility and effectiveness in the physical therapy environment. The graduates of the program will receive an Associates in Applied Science Degree.

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Physical Therapist Assistant

TOTAL COURSE HOURS: 100

Check one: Quarter Hours ☒

Semester Hours ☐

Clock Hours ☐

LENGTH OF PROGRAM: 24 Months

TUITION: PT Prefix Courses \$310  
All other courses \$189

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
BI 1361	Anatomy and Physiology	4
CF 1100	Professional Development	4
MT 1770	College Mathematics	4
ME 1100	Medical Terminology	2
PT 1030	Fundamental Techniques in Physical Therapy	2
PT 1125	Functional Anatomy of the Upper Extremities	4
PT 1135	Functional Anatomy of the Lower Extremities	4
PT 1145	Assessment Procedures	4
PT 1230	Physical Agents	2
PT 1240	Applied Kinesiology	4
PT 1330	Neuromuscular Conditions	4
PT 1340	Neurological Rehabilitation	4
PT 1440	Conditions in Orthopedics	4
PT 1450	Orthopedic Rehabilitation	4
PT 1910	Electrotherapy	4
PT 2000	Professional Issues	2
PT 2990	PTA Externship I	4
PT 2991	PTA Externship II	8
PT 2992	PTA Externship III	8

**SPECIALTY COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
_____	_____	_____

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<u>Course Number</u>	<u>Course Title</u>	<u>Course Hours</u>
SO 1200	*Principles of Sociology	4
CM 1200	*Effective Public Speaking	4
EN 1101	*Composition I	4
EN 1102	*Composition II	4
EN 2000	*Introduction to Literature	4
PS 1200	*Principles of Psychology	4
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
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_____	_____	_____

Number of Credit/Clock Hrs. in Specialty: 76 / 1370 Percentage: 76%  
Number of Credit/Clock Hrs. in General Courses: 24 / 288 Percentage: 24%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: \_\_\_\_\_ / \_\_\_\_\_ Percentage: \_\_\_\_\_

**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

**a. LOCATION:**

The library is located on the first floor of the College on the north side of the building.

**b. HOURS:**

Monday: 8:00 a.m. to 10:00 p.m.

Tuesday: 8:00 a.m. to 10:00 p.m.

Wednesday: 8:00 a.m. to 10:00 p.m.

Thursday: 8:00 a.m. to 10:00 p.m.

Friday: 8:00 a.m. to 5:00 p.m.

Saturday: 9:00 am – 1:00 pm

Sunday: Closed

**c. STAFF:**

The library consists of two full-time employees and one part-time assistant. The two full time employees hold Masters Degrees in Library Science.

**2. Number of volumes of professional material:**

The College's library has a total of 3,171 titles. This figure includes newspapers, texts, books, and periodicals.

**3. Number of professional periodicals subscribed to:**

Current subscriptions number 26.

**4. Other library facilities in close geographical proximity for student access:**

1. Helmke Library: The Helmke Library is a part of the Indiana-Purdue Regional Campus located in Fort Wayne, Indiana. Helmke Library is located approximately one (1) mile from the Brown Mackie College - Fort Wayne Campus. Any Indiana resident may check out two books per subject with a valid ID card.

2. Allen County Public Library: The Allen County Public Libraray is a public facility located in the heart of Fort Wayne approximately three (3) miles west of the Brown Mackie College - Fort Wayne Campus. The Library has one main campus and nine in-city branches. Four other branches are located in smaller, surrounding communities. All branches are within 12 miles of the Brown Mackie College - Fort Wayne Campus. Allen County residents may obtain a free library card. Non-residents may also obtain a card by paying a fee.

**If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.**

Doc.: degreappform.doc

# BROWN MACNIE COLLEGE - FORT WAYNE - PTA

## IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor.

**\*\* Include all required documentation pertaining to the qualifications of each instructor.**

Total # of Faculty in the Program: 16 Full-time: 10 Part-time: 6

Fill out form below: (PLEASE LIST NAMES IN ALPHABETICAL ORDER.)

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full- time	Part- time
Autrey, Kim	BS	3	3	1		X
Bryant, Robert	Ph.D.	17	2	7		X
Cobb, Gary	BS	20	3	15	X	
Deitering, Cindy	MA	18	1	18		X
Flohr, Michael	JD	6	4	0	X	
Fowler, Lisa	PN Cert	7	1	0	X	
Haak, Angela	AS	4	7months	0	X	
James, Mary Ann	MBA	4	4	2	X	
Kirchner, Dennis	MS	20	2	4	X	
Lucas, Paul	AAS	5	4	0	X	
Miller, Bradley	BS	25	3	0		X
Nicholson, Valerie	MA	27	1	15		X
Putnam, Bart	MS	7	2	3	X	
Wild, Eleanor	MOT	13	3	0	X	
Williamson, Vince	BA	7	5	1		X
Young, Robert	MS	35	5	32	X	

## INSTRUCTOR'S QUALIFICATION RECORD

***Please TYPE the form.***

<b>Source of Training/Education</b>	<b>Location</b>	<b>Area or Subject of Training/Education</b>	<b>Period of Attendance</b>	
			<b>From:</b>	<b>To:</b>
Indiana State University	Terre Haute, In	BS: Communications, English & Education	8/1984	5/1988
<b>Applicable Experience</b>	<b>Location</b>	<b>Exact Nature of Experience</b>	<b>Employment Period</b>	
			<b>From:</b>	<b>To:</b>
Brown Mackie College	Fort Wayne, IN	Adjunct instructor	10/2004	present
Pioneer High School	Royal Center, IN	Teacher	08/1988	12/1989

## INSTRUCTOR'S QUALIFICATION RECORD

***Please TYPE the form.***

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Westbrook	Aztec, NM	PhD: Addictions Counseling	01/97	05/01
St. Francis	Fort Wayne, IN	MS: Psychology	9/75	5/78
Indiana University	Fort Wayne, IN	BA: Sociology	09/63	05/72
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Adjunct instructor	01/05	present
FAIR Group	Fort Wayne, IN	Group and individual therapy	09/05	present
Concordia University	Fort Wayne, IN	Instructor--Criminal Psychology	11/00	present
CAP Counseling	Fort Wayne, IN	Group therapy, Assessment	06/93	12/01



## INSTRUCTOR'S QUALIFICATION RECORD

***Please TYPE the form.***

NAME:	Cobb	Gary	L
	(Last)	(First)	(Middle)

**NAME OF INSTITUTION:** Brown Mackie College – Ft Wayne

## Professional Development

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Indiana Institute of Technology	Fort Wayne, IN	B.S. Recreation Management	August 1976	May 1981
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	January 2004	present
Indiana Institute of Technology	Fort Wayne, IN	Instructor	July 1989	July 2003

## INSTRUCTOR'S QUALIFICATION RECORD

***Please TYPE the form.***

NAME OF INSTITUTION: Brown Mackie College - Fort Wayne

Introduction to Literature
Composition I
Composition II

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Indiana University	Fort Wayne, IN	MA: English	1983	1985
Indiana University	Fort Wayne, IN	BA: English	1970	1983
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
IPFW	Fort Wayne, IN	Visiting lecturer in English	2005 2001	2006 2003
University of Michigan	Ann Arbor, MI	Lecturer II, English Composition Board	1993	1995
Indiana Institute of Technology	Fort Wayne, IN	Adjunct Professor-English & Humanities	1990 1984	1993 1986
State University of New York	Binghamton, NY	Doctoral Teaching Assist.	1988	1990

## INSTRUCTOR'S QUALIFICATION RECORD

**Please TYPE the form.**

NAME OF INSTITUTION: Brown Mackie College - Fort Wayne

## Introduction to Literature

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
University of Dayton School of Law	Dayton, OH	JD: Law	8/1999	5/2002
Purdue University	West Lafayette, IN	BA: Religious Studies and Political Science	8/1995	5/1999
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Full-time instructor/DC	09/2005	present
Brown Mackie College	Fort Wayne, IN	Externship Coordinator	09/2004	09/2005
Brown Mackie College	Fort Wayne, IN	Adjunct Faculty	01/2003	09/2004

## INSTRUCTOR'S QUALIFICATION RECORD

***Please TYPE the form.***

NAME OF INSTITUTION: Brown Mackie College - Fort Wayne

Medical Terminology
Medical Ethics
Medical Math & Calculations
Anatomy & Physiology 1 & 2
Clinicals 1 & 2
Phlebotomy & Hematology
Pharmacy 1

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Ivy Tech	Fort Wayne, IN	Nursing	1/99	8/00
Lutheran College Of Health Professionals	Fort Wayne, IN	Nursing	8/97	5/98
LPN	State Of Indiana	LPN	10/00	10/08
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	08/07	present
University Park Health	Fort Wayne, IN	Nursing	07/04	10/06
Swiss Village Retirement Center	Berne, IN	Nursing	5/95	7/04
Advantage Home Health	Indiana	Nursing	4/02	4/04

## INSTRUCTOR'S QUALIFICATION RECORD

**Please TYPE the form.**

NAME:	James	Mary	Ann
	(Last)	(First)	(Middle)
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**NAME OF INSTITUTION:** Brown Mackie College - Fort Wayne

Introduction to Business	Professional Development
Human Resources Management	
Small Business Management	
Marketing and Advertising	
Finance	
Accounting I, Accounting II, Accounting III	
Payroll Accounting	
Corporate Finance	

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
IPFW	Fort Wayne, IN	MBA: Business Administration	1993	1999
Purdue Univ	Fort Wayne, IN	BS-Personnel Administration	1984	1988
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
IPFW	Fort Wayne, IN	Instructor	2004	present
Brown Mackie College	Fort Wayne, IN	Instructor	2003	present
Whitley County Consolidated Schools	Columbia City, IN	Teacher	2002	2003

## INSTRUCTOR'S QUALIFICATION RECORD

***Please TYPE the form.***

NAME:	Kirchner	Dennis	E.
	(Last)	(First)	(Middle)

**Names of Courses Taught:**

# Principles of Sociology

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
St. Francis University	Fort Wayne, IN	MS: Gen Psychology	1987	1989
Cedarville College	Cedarville, OH	BA: Business Administration	1964	1968
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	10/2005	present
Psychotherapist - self-employed	Fort Wayne, IN	Counsel clients, diagnose, and facilitate groups	1987	present
Ivy Tech State College	Fort Wayne, IN	Professor	2000	2004

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Practical Nursing (Diploma-June, 2006)	2005	present
Michiana College	Fort Wayne, IN	AAS- Medical Assisting	2001	2003
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Full Time Faculty	2005	present
Parkview Hospital (CMA)	Fort Wayne, IN	Patient care-injections-administrative	2003	10/2006





## INSTRUCTOR'S QUALIFICATION RECORD

**Please TYPE the form.**

NAME OF INSTITUTION: Brown Mackie College - Fort Wayne

Effective Public Speaking	Word Processing I
Composition I	
Introduction to Literature	
Composition II	
Fundamentals of English	
Business Communications	
Professional Development	
Introduction to Microcomputer Applications	

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Indiana University	Bloomington, IN	MA: Education	1978	1982
Ball State	Muncie, IN	BS: Business Administration	1974	1978
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	General Studies	Nov. 2005	Present
ITT Tech	Fort Wayne, IN	Gen. Ed., Business, and was the Registrar	2001 1987	2005 1996
Bluffton High School	Bluffton, IN	Business	1979	1985

## INSTRUCTOR'S QUALIFICATION RECORD

***Please TYPE the form.***

<b>NAME:</b>	Putnam	Bart	J
	<b>(Last)</b>	<b>(First)</b>	<b>(Middle)</b>

NAME OF INSTITUTION: Brown Mackie College –Fort Wayne

# Introduction to Microcomputers

## Word Processing

## Spreadsheets

## Professional Presentation Techniques

# Introduction to Business

## College Mathematics

<b>Source of Training/Education</b>	<b>Location</b>	<b>Area or Subject of Training/Education</b>	<b>Period of Attendance</b>	
			<b>From:</b>	<b>To:</b>
Ferris State University	Big Rapids, MI	MS: Information Systems Management	9/1998	12/1999
Desales University	Center Valley, PA	BS: Business Management	9/1991	5/1993
<b>Applicable Experience</b>	<b>Location</b>	<b>Exact Nature of Experience</b>	<b>Employment Period</b>	
			<b>From:</b>	<b>To:</b>
Brown Mackie College	Fort Wayne, IN	Instructor	8/2005	present
Delta College Corporate Service	Saginaw, MI	Instructed courses in Microsoft Office	3/2003	8/2006
Davenport University	Midland, MI	Instructed in Microsoft Office, PCs	9/2001	12/2004
Smiths Aerospace	Grand Rapids, MI	Corporate IT Dept.	9/1999	9/2001

**INDIANA COMMISSION ON  
PROPRIETARY EDUCATION**

**INSTRUCTOR'S QUALIFICATION RECORD**

**Instructions:** Include all training/education applicable to current teaching assignments. This form will not be processed unless all supportive documentation required for review has been attached with this form (i.e., transcripts and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

***Please TYPE the form.***

*Use the <tab> key to advance to the next field, or select a field by clicking the cursor.*

**NAME:**      Wild                                      Eleanor                                      E.  
                  (Last)                                      (First)                                      (Middle)

**NAME OF INSTITUTION:**      Brown Mackie College - Ft Wayne

**Names of Courses Taught:**

Introduction to Occupational Therapy

Media

Musculoskeletal Anatomy

Structural Kinesiology

Neurological Dysfunction

Intervention in Pediatrics

Group Interventions

Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Pacific University	Forest Grove, OR	MOT, BS Occupational Therapy	Aug 1998-	May 2001
Union County College	Cranford, NJ	AAS PhysicalTherapistAssist	Aug 1990	May 1992
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Parkview Healthcare	Ft Wayne, IN	Occupational Therapist	7/05	3/06
Providence Healthcare	Medford, OR	Occupational Therapist	7/02	7/04
Asante Health System	Medford, OR	Occupational Therapist / Physical Therapist Assist	2/2002	2/ 2003
Cerebral Palsy of North Jersey	East Orange, NJ	Director of Durable Medical Equipment /PTA	9/1992	1998

## INSTRUCTOR'S QUALIFICATION RECORD

***Please TYPE the form.***

NAME OF INSTITUTION: Brown Mackie College - Fort Wayne

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Source of Training/Education	Location	Area or Subject of Training/Education	Period of Attendance	
			From:	To:
Purdue Univ	Fort Wayne, IN	BA Psychology	1990	1995
Indiana Univ	Fort Wayne, IN	Indiana State Teaching Certificate	1997	2001
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Brown Mackie College	Fort Wayne, IN	Instructor	2002	present
East Allen County Schools	Fort Wayne, IN	Teacher (substitute)	1999	2000